

25-0309

9 January 1985

DD/A REGISTRY

FILE: 45-17

MEMORANDUM FOR: Deputy Director for Administration

VIA: Daniel C. King  
Director of Logistics

FROM:   
Director, National Intelligence Emergency  
Support Office

SUBJECT: Request for Approval to Acquire  
Additional Space

1. Action Requested: It is requested that approval be granted to acquire an additional 1,180 square feet of office space for the National Intelligence Emergency Support Office (NIESO).

2. Background: NIESO has been directed to establish a Component System Control Center (CSCC). We have determined that by acquiring the additional 1,180 square feet and with minor modifications to existing areas, we can accommodate this requirement.

3. The Building Management Office has indicated that they are willing to lease this space for approximately \$10.00 per square foot. The renovations that will be required are estimated to cost less than \$2,500.00. The installation of an emergency 40 KVA generator to support the CSCC would be a separate cost to the acquisition of the space.

4. Action Recommended: You are requested to approve the acquisition of an additional 1,180 square feet of space for the National Intelligence Emergency Support Office.

SECRET

SUBJECT: Request for Approval to Acquire Additional Space

CONCUR:

for Wm. W. Fitts  
Director of Logistics

24 JAN 1985  
Date

APPROVED:

Harry E. Fitzwater

Deputy Director for Administration

23 JAN 1985  
Date

SUBJECT: Request for Approval to Acquire Additional Space

25X1

NIESO,  7Jan85

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